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MICHAEL P. CANTARA
COMMISSIONER

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DIRECTOR

BOARD OF EMS MEETING
APRIL 5, 2006
9:30 AM
DECHAMPLAIN CONFERENCE ROOM

MINUTES

Board Members: Steve Leach, (chair), Wayne Werts (chair-elect), Tim Beals, Peter DiPientranantonio, Richard Doughty, Kevin Kendall, Penelope Kneeland, Paul Knowlton, Jim McKenney, Carol Pillsbury, Steve Diaz (ex-officio)

Regional Coordinators: Joanne LeBrun, Rick Petrie, Bill Zito

Maine EMS Staff: Jay Bradshaw, Dawn Kinney, Drexell White

Guests: Steve Bunker, Emergency Services Communications Bureau; Richard Cheverie, Bangor Fire Dept.

- 1) Introductions – Steve Bunker was introduced and welcomed to the meeting.
- 2) Approval of March 8, 2006, meeting minutes

MOTION: To approve the minutes of the March 1, 2006, meeting with corrections as noted. (Kendall; seconded by McKenney) Unanimous.

Note: To accommodate various scheduling conflicts, many items were taken in a different order than they appeared on the agenda. These minutes follow the order of the discussion.

- 3) New Business
 - a) EMD Update – David Kingdon is attending a training session at the Criminal Justice Academy, so Drexell White explained the work that had been done regarding Emergency Medical Dispatch review and Rules development. Drexell distributed a preliminary draft of the Rules addressing this new responsibility and explained that this draft is intended to solicit feedback from interested parties. Staff will then compile comments for Board review/discussion. The next step will be to begin the formal Rules hearing process, which will require several public hearings.

MOTION: To distribute the preliminary draft Rules for comments and to report back to the Board. (Kendall; second by McKenney). Unanimous

- b) Investigations Committee action items.

MOTION: To ratify the minutes of the June 1, 2005 Investigations Committee meeting. (DiPietrantonio; second by Ashby). Unanimous with one abstention (Beals)

MOTION: To ratify the minutes of the January 4, 2006 Investigations Committee meeting (Kendall; second by DiPietrantonio). Unanimous with one abstention (Beals)

MOTION: To ratify the minutes of the March 16, 2006, Investigations Committee meeting (Kendall; second by McKenney). Unanimous

- c) Operations Team update – Rick Petrie reported on behalf of the Ops Team that prior to the Ops meeting there was a meeting to discuss Mass Casualty Incident training. A packet will be developed with an introductory letter explaining the National Incident Management System (NIMS) and provide a template for mutual aid and mass casualty management. Items discussed at the Ops meeting included: a potential retreat and a new procedure for project tracking and communications; the Ryan Alert project for parents of children with special health care needs; AVOC training; and a meeting with the Office of Public Health Emergency Preparedness and MEMA.
- d) Board representation at Committee meetings:
- i) Ops Team: Tim Beals / Wayne Werts
 - ii) Education Committee: Carol Pillsbury
 - iii) Exam Committee: Carol Pillsbury & Steve Leach
 - iv) MDPB: Tim Beals
 - v) TAC: Peter DiPietrantonio / Jim McKenney
 - vi) EMSC: Richard Doughty
 - vii) QI: Steve Leach
- e) Exam Committee – no meeting in March. Primary agenda item for May meeting will be written testing in light of the NREMT change to Computer Adaptive Testing. In June, Exam & Education will have a joint meeting to review the Integrated Practical Exam process.
- f) QI – Developing a formal mechanism for a confidentiality agreement for Committee meetings, possibly incorporated into a sign-up sheet, is still a top priority. Other issues include: data review on mental health transfers, finalizing the airway QI form, and drafting a 12 lead EKG QI form. There will be no QI meeting in April.
- g) Cardiac Advisory Committee – working on a single metric for facilitated PCI; 12 lead EKG training, and the Maine Quality Forum (MQF) meeting on AMI scheduled for April 11.
- h) MDPB – MQF report regarding AMI was discussed and changes were made to the report before distribution. The MEMSRR sign off form was

changed to mirror current paper form. Medical control training program continues to be developed by Drs. Sholl and Busco. EMS sign off of competent patient and contacting medical control discussed – will continue at the next meeting. Dr. Diaz has been attending pandemic flu planning sessions. Due to a conference on the emergency response to the Gulf state hurricanes, there will be no MDPB meeting in April.

- i) Conflict of Interest Policy – Consensus was that absolute exclusion of anyone who has even the potential of a conflict of interest would be too restrictive and significantly limit the pool of participants. Keeping this in mind, work will continue on drafting a plan that makes sense for the Board of EMS.
- j) AVOC implementation – Tim presented a concern to the Board that the current language regarding AVOC does not allow a grace period for newly hired providers after 1/1/07. Interpretation from AAG supports this opinion and discussion took place on options for getting an amendment to the Legislature before they adjourn. At the lunch break, a group worked on drafting such language and contact was made with a Legislator who will submit that amendment to a bill already before the Transportation Committee.
- k) EMT Awards – The award ceremony will be on Wednesday, May 17, at 1:30 in the Hall of Flags. Both Governor Baldacci and Commissioner Cantara are scheduled to participate. Recipients are:
 - i) Governor's Award: Chief Dan Carlow, Calais Fire/Downeast EMS
 - ii) Excellence Awards: Ann LeBlanc, Ph.D., Denys Cornelio, Bill Dunwoody
 - iii) Lifetime Achievement: Cynthia Wilson, Michael Leo, Patricia Hougherty, Peter Carboneau, Rebecca Morin
 - iv) Special Merit: Aldene Tucker, Jason Cole, Lorraine Stockbridge
- 4) Staff Reports
 - a) MEMS
 - i) Staff changes – Jay reported that 7 applicants for the Education Coordinator position have been selected for interviews.
 - ii) Inspection Report – Dawn updated the Board on the areas she will be inspecting during April (primarily northern Kennebec County and western Maine). Board members are welcome to join Dawn for these inspections and should contact her directly for schedule details.
 - b) Medical Director Report – previously covered
- 5) Old Business – After discussion about how to proceed to work on the EMSSTAR recommendations, it was agreed that Drexell facilitate the work session on the recommendation regarding Board composition. Considerable discussion took place on how to proceed and the role of having members identified from a particular group. For example, is an emergency physician appointed to the Board to serve as a liaison with other emergency physicians or because of their expertise as an emergency physician relative to the discussions

at hand? Consensus was that it is a bit of both, but realistically more the latter than the former.

Discussion on the specific composition of the Board will continue in May, and to begin that discussion, Wayne asked that each Board member answer the following questions:

- Who do they represent? Who is their constituency?
- What do they bring to the Board?

6) Other – none at this time.

Meeting adjourned at 3:30 PM next meeting scheduled for Wednesday, May 3, 2006, 9:30 AM – 3:30 PM.